

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

FROM : Chief, Orientation and Briefing Division

SUBJECT: Report for Week 25 September - 1 October 1952

DATE: 2 October 1952

1. Indoctrination

- a) On Monday, 29 September 1952, ☐ newcomers attended the Indoctrination Program.
- b) All make-up Indoctrination Courses have now been completed.

2. Orientation

- a) Had several sessions with personnel from OCD who had screened ☐ reports to get the most realistic set of conditions for panel discussion in the forthcoming Orientation Program. What they found was not too satisfactory, and thus we worked up a program which has now been presented to the DD/TR(G) and which we feel will comply with the wishes of the Director of Training for a panel discussion by Assistant Directors.
- b) The Office of Operations has decided to reschedule the meeting in Washington of their senior field personnel to coincide with the Orientation Program during the days of 18 through 21 November.

3. Presentations

- a) The attendance at the biweekly presentations has been satisfactory in numbers. We had a degree of apprehension about the level of the persons in attendance; however, we feel that this is nothing to worry about since the attendance in large measure will be determined by the type of presentation. For example, we had a predominance of key personnel to hear Col. Sheffield Edwards, ADD/Security. The caliber of the audience for items like "procurement and supply" was conspicuously different. When we are scheduling persons from each office, it will be very easy for us to get not only the names but also the grades, and in that way we will have a solid gauge of the type of persons attending.

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25 YEAR RE-REVIEW

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b) Have taken off the recorded tape the statements made by Col. Lawrence White, ADD/Administration, endorsing the Presentations Program. This has been put into more readable English and has been sent to the DD/TR(G).

c) The Office of Training is scheduled to handle the Presentation Program on Wednesday, 15 October. We should give much preparatory thought to the format and content of that program.

#### 4. Special

a) Received a call from [redacted], Deputy Security Officer, to give a very special VIP briefing to [redacted]

[redacted] and Police [redacted]

asked me to call [redacted], who was scheduling [redacted]. I have already submitted a special notation on this case, showing that [redacted] was apparently well satisfied with the treatment afforded him. The briefing was held on Friday, 26 September.

b) Have given to [redacted], Administrative Officer/OTR, best presently obtainable figures on indoctrination and orientation.

#### c) Foreign Service Institute

1. Received clearance from Security on all of the individuals to attend the special program which we were to conduct for the Foreign Service Institute.

2. Messrs. Theodore M. Nordbeck and Milton J. Esman, from the intelligence organization of the Department of State, came to discuss the intelligence program worked out for the Foreign Service Institute personnel. (Mr. Nordbeck is Chief, Division of Acquisition and Distribution, Office of Libraries and Intelligence Acquisition; Mr. Esman is a member of the Requirements Staff in this same division). The discussion ran as follows:

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- a) They felt it was more beneficial to have a CIA presentation prior to the departmental (this is contrary to the feeling of SIS, Air University, and other places).
- b) Told them we realized that the benefits of CIA coming first or last were debatable and that we could see the sense of our coming first with inexperienced minds.
- c) Mentioned that we were quite willing to comply with their wishes.
- d) They suggested that the present course for the Foreign Service Institute personnel remain as planned and that they would work out revised presentation for subsequent courses.

3. Have already received from the Department of State a "Tentative Intelligence Program for Basic Foreign Service Officer Course." This will be discussed with the DD/TR(G) before we commit ourselves as to future participation.

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d) Received a call from [redacted], of the Office of the DCI, to meet with Mr. [redacted] who are both students at the Army War College at Carlisle, Pa., to aid them on a term paper problem. They were here on 1 Oct.

e) At the request of Col. Lewis E. Perry, Asst. Commandant, Strategic Intelligence School, met with him to discuss items in keeping with the improvement of his course. These largely fell into two categories:

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2. The securing of a speaker to cover foreign intelligence organizations. This will be discussed further with the DD/TR(G).

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Chief,

SM/lgb

cc to Chief, Plans and Policy Staff, OTR

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